ARIZONA PUBLIC SAFETY COMMUNICATIONS COMMITTEE
Summary of Minutes
September 23, 2003

Voting Members Present:
David Felix, Assistant Director, representing Chairman Dennis A. Garrett, Director, AZ DPS
Ray Allen, Assistant Fire Chief, City of Tucson Fire Department
Harry Beck, Fire Chief, representing Arizona Fire Chiefs Association
Joe Gibson, Comm. Center Manager; representing Roy Ryals, Director of EMS Services, Rural/Metro Ambulance
Karl Hartmetz, Comm. Director; representing Hal Collett, Sheriff, Arizona Sheriffs Assoc.
Harold Hurtt, Chief, Phoenix Police Department
Jan Hauk, President, Arizona Fire Districts Association
Larry Stevens, Commander; representing Danny Sharp, Chief, Oro Valley Police Department
Jay Vargo, Comm. Officer, representing Frank Navarrete, Director, DEM/Homeland Security
Nate White, Division Chief,Phoenix Fire Department

Voting Members Absent:
Richard Miranda, Chief, Tucson Police Dept.
Jim Zieler, Chief, St. Johns Police Department, AACOP Representative

Other Attendees:
Steven Ashworth, Consultant
Hal Bassett, TCI
Mike Branham, Executive Director, Arizona Criminal Justice Commission
Chuck Brotherton, Maricopa CountyWireless Systems
Dennis Busby, M/A-Com, Inc.
Carol Campbell, Project Coordinator, Phoenix Police Department
Randall Chapman, Lieutenant, Yuma PD
Fred Christley, Manager, Arizona Game and Fish
John Clymer, Telecommunications Supervisor, Arizona Department of Public Safety
Lloyd Collison, Project Manager, MACRO
Milan Dobras, Telecommunications Engineer, Arizona Department of Public Safety
Gil Fifield, AirEvac Services
Joe Fiumara, Lieutenant, Lake Havasu City PD
Bill Gates, System Administrator, Tohono O'odham PD
Steve Gibbs, Communications Coordinator, MCSO
Pankaj Gupte, ITS Project Manger, ADOT-TOC
C. Hangartner, Detective Sergeant, Tohono O'odham PD
Jeff Harris, Maricopa County Wireless Systems
Michael Hudson, Communications Supervisor, Avondale PD
Roseanne Jackson, Systems Coordinator, Cottonwood PD
Joe Jakoby, Systems Engineer, City of Tucson
Les Jones, City of Mesa
Curt Knight, Telecommunications Bureau Manager, Arizona Department of Public Safety
Eric Landau, Arizona Department of Public Safety
Jack Lane, Lieutenant/Legislative Liaison, Arizona Department of Public Safety

Blake McClelland, Commander, Phoenix Police Department
Matt McClymonds, Yuma County
Jeff Miner, Communications Engineer, City of Phoenix
Oscar Miranda, Lieutenant, Pima County Sheriff's Department
Chris Nadeau, Communications Manager, Goodyear PD
John Nelson, Arizona Department of Health Services
Pat Nelson, Records Program Coordinator, Criminal Justice Commission
Mark Openshaw, Assistant Fire Chief, Gila River Fire
Cy Otsuka, Communications Engineer, Gila River PD
Deborah Overton, Director of Telecommunications Technology, MCSO
Stan Park, Arizona Department of Corrections
Jim Perry, Administrator, City of Tucson
James Petty, Airport Economic Development Director, Pinal County
Steve Powles, Telecommunications Engineer, Arizona Department of Public Safety
Paul Punske, Motorola, Inc.
Georgene Ramming, CJSD Chief of Staff, Arizona Department of Public Safety
Robert Ramming, Project Management, Government Information Technology Agency
Jeffery Resler, Commander/CIO, Arizona Department of Public Safety
Kevin Rogers, Support System Analyst, Northern Arizona University Police Department
Larry Sayers, Radio Communications Manager, Pima County
Vicky Scott, Communications Bureau Manager, Peoria PD
Kevin Shonk, Lieutenant, Tohono O'odham PD
Mike Sumnicht, Strategic Business Manager, Motorola
Scott Tillman, Telecommunications Engineer, Arizona Department of Public Safety
Bill Tynan, National Park Service
Dan Wells, Lieutenant, Arizona Department of Public Safety
Greg Wilkinson, City of Yuma
Karl Witbeck, Managing Consultant, RCC Consultants
Kenneth Witkowsky, Acting Chief, Gila River PD
Jane Wixted, Hospital Preparedness Coordinator, Arizona Department of Health Services
Tim Wolfe, Assistant State Engineer, Arizona Department of Transportation

Call to Order
Colonel David Felix opened the meeting at 1:00 p. m. Roll call and introductions of the attendees took place.

Minutes
A motion was made by Harry Beck to accept the minutes of June 24, 2003, seconded by Karl Hartmetz. Motion passed.

Macro Corporation Briefing

Mr. Lloyd Collison provided a briefing on the needs assessment. The project approach is two phase. A survey was conducted on all the possible participants. There was a good turnout on the interviews that have been conducted; a result of DPS efforts. MACRO has started to consolidate all individual user needs into a comprehensive report, and will submit a draft and final report, and make a presentation to this committee. Phase II of this project includes the technology and the design of the configuration. The design is for the complete system - not just the wireless part.

Progress-to-date:
- MACRO developed a web-based needs assessment questionnaire to obtain maximum participation from the State of Arizona. This has been accomplished.
- Response to-date: 59 prime agencies; 77 general agencies; and 22 submitted by MACRO on behalf of Arizona agencies (with their information). Very good response.
- Conducted 92 meeting type interviews throughout the state from August 4, 2003 through September 26, 2003. This completed the first round of interviews. Second interviews will be conducted in October 2003, if necessary.
- MACRO completed the Interview Report format and has started the documentation process.
- Interviews completed to-date include 12 counties; 56 cities/towns; 13 state departments; 9 federal agencies; 5 fire districts; and 9 tribal.

MACRO is on schedule with Phase I of the needs assessment, and has commenced with Phase II. Phase I draft report is scheduled for November/December 2003, with a Phase I final report in January 2004.

Emerging needs:
- Severe lack of portable coverage in public safety and law enforcement throughout the state of Arizona.
- Cell phone usage for transfer of sensitive information is very high (no encryption). Cell phone communication is becoming integrated into public safety in quite a few areas, but isn't recommended.
- Interoperability with DPS is either very restricted, awkward, or absent.
- No planning for narrowband operations.

David Felix thanked Curt Knight and recognized him for his efforts in coordinating the interviews throughout the state.

Interoperability Projects
Updates on the Southern Arizona Border, Northern Arizona, City of Yuma, and the Metropolitan Phoenix area interoperability grant request were provided.

Legislative Proposal
David Felix indicated there has been discussion about whether or not to move forward with a piece of legislation that would provide statutory authority for this committee to oversee this development of a

statewide interoperable communication network. A fact sheet was put together to submit to the Governor's office for support and approval. Jack Lane submitted this information to the Governor's office.

It was suggested to include background information, including the history involving this committee, and to include all agencies from around the state to strengthen the opportunity for support. David Felix requested that any input or suggested verbiage be sent to him via e-mail for submission by the deadline of November 15.

Mike Branham commented on several valid points made, and stated ACJC and Homeland Security will ensure everyone's voice is heard.

Current Events
Curt Knight reported the Arizona PSCC is the State Interoperability Executive Committee (SIEC). To-date, there has been no issues requiring a decision, nor has there been a need as to how to regulate the use of the interoperable portion of the 700 MHz spectrum. Recently, two issues did come up and need to be addressed.

> **City of Mesa** – Is in need of some of that 700 spectrum (on a temporary basis) to train on the new system (looking for a channel to borrow.)

> **City of Phoenix** – Has similar issues; long term.

These issues need to be reviewed and brought back to this committee. There is a need to establish a working group and set up procedures to define goals/scope. The SIEC will help sanction these issues.

Strategic Plan Updates
FUNDING SUBCOMMITTEE - No activity.

GRANTS AND FUNDING – A grant was awarded last year for $750K and funding will be available for use.

CONGRESSIONAL CONTACTS – David Felix was contacted by PSWN/Safecom to meet with Senator McCain. David Felix spoke with Senators Jon Kyl, Flake, and Shadegg, specifically about the funding. The general intent was to continue to roll out funding.

HOMELAND SECURITY ISSUES – None

WEBSITE DEVELOPMENT – David Felix met with the DPS Webmaster. The AZ PSCC is featured on the website, along with the Charter, and other documents pertaining to the committee. A PSWN link was also developed.

SIEC ACTIVITIES – Nate White sent out a proposal for the SIEC to establish a working group. Nate

White stated the committee needs to establish a working group to set up operating procedures, and define our scope and goals; mostly to administrate 700 MHz band channels.

Curt Knight mentioned there are portions of the 700 MHz spectrum that do not fall under jurisdiction of the SIEC. The only thing the SIEC has jurisdiction over today, is the ten percent of the 700MHz interoperability spectrum. There are suggestions in other parts of the country by some federal agencies that suggest that maybe the SIEC should take over the responsibility for interoperability planning, of the whole band.

The FCC considers part of the SIEC role is allocating or setting the rules for the use of the interoperability channels is the creation and oversight of incident response protocols, creation of chains of commands for incidents and response, and executing memorandum of understandings.

The Arizona Chapter of APCO, whom has chaired the VHF/UHF for 26 years has offered to relinquish that responsibility to the SIEC. APCO Arizona has agreed it would make sense for the SIEC to take over the VHF/UHF responsibility.

Nate White made a motion to designate a SIEC working group to establish procedures, and to define goals/scope of the SIEC, seconded by Harry Beck. Discussion held. Joe Gibson suggested the ability to use the Technical subcommittee. Same motion was made by Nate White, seconded by Harry Beck. Motion passed.

Nate White volunteered to Chair the SIEC working group and would solicit volunteeers.

Open Discussion / Comments

SEVRN = Statewide Emergency Voice Radio Network.

Harry Beck inquired if MACRO intended to look at the private infrastructure to see if the technology is suitable and would fit our needs. MACRO indicated it is not part of the scope to review private infrastructure.

Illinois is a state system (not shared). Motorola owns the entire IL system.

A discussion was held concerning the addition of a member for the AZ Public Safety Communications Committee, and the benefits it would bring to the committee. Three different scenarios were presented:
1. A representative of the Emergency Management Association, comprised of all Emergency Managers for the City and State, representing both Police Departments and Fire.
2. Split Fire Departments into two components (Rural and Metro)
3. Executive Director of the Criminal Justice Commission (represents Criminal Justice Commission).

David Felix requested input from the committee.

Next Meeting
The next meeting will be held at 1:00 p.m., Tuesday, December 16, 2003, at Arizona POST, 2643 E. University in Phoenix.

Adjourn
Meeting was adjourned at 3:05 p.m.